

Iota Psi Chapter Of Omega Psi Phi Fraternity Inc.

Student Organization Constitution

ARTICLE I. NAME OF ORGANIZATION

The Name Of The Organization Shall Be Omega Psi Phi Fraternity, Iota Psi Chapter

ARTICLE II. ORGANIZATION PURPOSE

The purpose of the Fraternity shall be to bring about a union of college men of similar high ideals of scholarship and manhood in order to:

- (a) Stimulate the attainment of ideals and ambitions of its members;
- (b) Disseminate and inculcate those ideals among those with whom its members come in contact;
- (c) Cooperate with the schools where its Chapters may be located in fostering these ideals;
- (d) Occupy a progressive, helpful and constructive place in civic and political life, domestically and internationally;
- (e) Prepare its members for greater usefulness in causes of humanity, freedom and dignity of the individual; and
- (f) Aid down-trodden humanity in its effort to achieve higher social, economic and intellectual status.

ARTICLE III. UNIVERSITY REGULATIONS

Section A. Harassment and Discrimination, including Sexual Misconduct

Omega Psi Phi Fraternity, Iota Psi Chapter *agrees that it will not engage in sexual misconduct nor any harassment or discrimination on the basis of age, ancestry, color, disability, gender identity or expression,*

genetic information, HIV/AIDS status, military status, national origin, race, religion, sex, sexual orientation, protected veteran status or any other basis in accordance with the Student Organization Registration Guidelines.

Section B. Hazing

Omega Psi Phi Fraternity, Iota Psi Chapter agrees to maintain a zero-tolerance policy for hazing, in compliance with Ohio State University and Collin's Law. All members must conduct themselves in a manner that supports an environment free from hazing. Hazing includes any activity, regardless of consent, that causes or creates a substantial risk of physical, mental, or emotional harm or humiliation to any individual as part of membership or affiliation with the student organization. If found responsible for hazing, members and/or the organization may face disciplinary actions.

Section C. Bylaws

Omega Psi Phi Fraternity, Iota Psi Chapter retains the right to maintain separate bylaws to outline the day-to-day operations of the organization and to clarify policies and procedures otherwise not included in the previous articles. Bylaws and/or other guiding documents may not take precedence over the requirements set forth by local, state, and federal laws, The Ohio State University's regulations, policies, and procedures, and the Council on Student Affairs (CSA) Student Organization Registration Guidelines. Organizations may make amendments and changes to the bylaws without consulting the Ohio Union & Student Activities department, and changes to bylaws do not require approval. All elements of organizational bylaws shall be consistent with the organization's currently approved constitution on file and CSA constitution requirements.

ARTICLE IV. MEMBERSHIP

Section A. Membership Eligibility

Eligibility for membership in the Omega Psi Phi Fraternity, Inc. shall be restricted to students who meet the following criteria.

- (a) Initiation into the Fraternity through an Undergraduate Chapter requires at a minimum that the candidate have:
- (1) completed one and one-half (1/2) or more years of college;
 - (2) a grade point average of not less than 1.5 on a 3.0 scale, 2.5 on a 4.0 scale, or 3.5 on 5.0 scale;
 - (3) certifiable status as a registered full-time student working toward a baccalaureate degree; and

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(4) completed such other qualifications as may be imposed by the respective degree granting college/university at which the Chapter is located.

(b) Initiation into the Fraternity through a Graduate Chapter requires at a minimum that the candidate have at least a baccalaureate degree from an accredited college/university recognized by the Fraternity.

(c) Induction as an Honorary Member requires that the candidate shall have:

(1) exhibited extraordinary accomplishments in his personal and/or professional life;

(2) been recommended for membership by the majority vote of the Supreme Council; and

(3) been approved for membership by the Grand Conclave.

(d) The Grand Basileus and/or Supreme Council shall have no authority to create or sanction any other form of membership.

Section B. Member Selection

• Overview of the Selection Process

The Chapter utilizes the **Membership Selection Program (MSP)** and all intake procedures of Omega Psi Phi Fraternity, Inc., the Fourth District, and The Ohio State University. Member selection is **selective and capacity-limited**, but must always be fair, transparent, and consistent with non-discrimination requirements.

• Steps to Gain Membership

The typical process to be considered for membership shall include:

a. Interested Students

- Attendance at one or more interest meetings/informationals announced to the student body.

- Submission of an application that may include personal information, academic record verification, and short-answer questions regarding alignment with the principles of **Manhood, Scholarship, Perseverance, and Uplift**.
- Verification of academic and enrollment eligibility by the Basileus, Keeper of Records and Seal, and the Advisor.

c. Further Evaluation (if used)

- Optional interviews, group activities, or educational sessions that are **non-hazardous**, consistent with the Fraternity's non-hazing policy and University hazing policy.

d. Recommendation for MSP

- Eligible and approved applicants may receive an invitation to participate in the official Membership Selection Program as defined by Omega Psi Phi Fraternity, Inc. and the Fourth District.

• Transparency of Criteria

Before each recruitment/selection cycle, the Chapter shall provide, in writing or at interest meetings:

- The **timeline** of the process;
- All neutral eligibility criteria;
- A high-level description of how applications will be reviewed and how decisions will be made.

Section C. Membership Timeline

August: Attend Convocation

September/ October: Attend Meet the Men of Omega Event

November: Attend Achievement Week

February/March: Participate in our 4 week Membership Selection Process program that is done Nationally

March/April: Entered Memberd into Omega Psi Phi Fraternity Inc., Iota Psi Chapter

Section D. Member Removal

☒ Grounds for Removal

A member may be considered for removal or suspension from the Chapter for:

- Repeated failure to meet membership expectations or financial obligations;
- Violations of this constitution, Chapter bylaws, Fraternity policies, or the Code of Student Conduct;
- Hazing, harassment, discrimination, or sexual misconduct;
- Behavior that is significantly detrimental to the purpose and reputation of Omega Psi Phi Fraternity, Inc. – Iota Psi Chapter.

1. Grounds for Removal

A member may be considered for removal or suspension from the Chapter for:

- Repeated failure to meet membership expectations or financial obligations;
- Violations of this constitution, Chapter bylaws, Fraternity policies, or the Code of Student Conduct;
- Hazing, harassment, discrimination, or sexual misconduct;
- Behavior that is significantly detrimental to the purpose and reputation of Omega Psi Phi Fraternity, Inc. – Iota Psi Chapter.

2. Due Process

No Brother's membership rights or privileges shall be limited without being afforded **due process** with respect to the allegations made against him.

3. Initiation of the Process

- a. Any financial member or the Advisor may submit a **written complaint** to the Basileus and Executive Committee describing the behavior and grounds for removal.
- b. The Executive Committee reviews the complaint to determine if it, if true, would constitute grounds for removal.

4. Notice and Opportunity to Respond

- a. The member in question shall receive **written notice** of the allegations and proposed action at least **seven (7) days** before a removal hearing.
- b. The member shall have the opportunity to respond in writing and/or appear before the Executive Committee or Chapter to present information and call witnesses.

5. Hearing and Vote

- a. A hearing shall be held either before the **Executive Committee** or the full **Chapter**, as specified in the Chapter bylaws, with the Advisor consulted whenever possible.
- b. To remove a member from the Chapter, a **two-thirds (2/3) affirmative vote** of the voting body present (Executive Committee or Chapter) is required.
- c. Voting shall be by secret ballot.

6. Temporary Suspension

If the underlying reason for removal is protected by FERPA or cannot yet be fully shared (e.g., while an investigation is pending), the Executive Committee, in consultation with the Advisor, may vote to **temporarily suspend** the member's privileges until the matter is resolved.

7. Appeal

A removed or suspended member may appeal in writing to the Advisor and District Representative consistent with Fraternity policy and University procedures.

ARTICLE V. ADVISOR

Section A. Advisor Duties and Responsibilities

To oversee all chapter duties in alignment with the Basileus

Section B. Advisor Term

1 Length of Term

- a. The Advisor shall serve a term of **one (1) academic year**, beginning at the start of the fall semester and ending at the conclusion of the summer term.
- b. The Advisor's term will automatically renew each year unless:
 - The Advisor resigns;
 - The organization elects to select a new Advisor; or
 - The University deems the Advisor unable or ineligible to serve.

2. Reappointment

The Executive Board will review the Advisor's appointment annually and may vote to reaffirm or seek a new Advisor following the procedures in Section C and D.

3. Vacancy

In the event of a mid-term vacancy (e.g., resignation, sabbatical), the organization will promptly initiate the Advisor selection process outlined below.

Section C. Advisor Selection

1. Eligibility

The Advisor must be a full-time member of The Ohio State University faculty or staff, as required by University policy along with a member of our Graduate chapter Eta Nu Nu.

2. Identification of Candidates

- a. The Executive Board will generate a list of potential Advisors by:
 - Seeking recommendations from current or former advisors, faculty, and staff;
 - Considering individuals with relevant expertise or interest in the organization's mission.

3. Approach and Confirmation of Interest

- a. The President (or designee) will contact potential Advisor candidates to explain the organization's purpose, expectations, and the role of the Advisor.
- b. Interested candidates will confirm their willingness to serve in writing (e.g., email).

4. Decision-Making Process and Margin for Approval

- a. After one or more candidates confirm interest, the Executive Board will discuss the candidates in a meeting.
- b. A vote of the Executive Board will be taken to select the Advisor.
- c. An Advisor shall be confirmed by at least a **simple majority** (more than 50%) of the voting Executive Board members present at a meeting with quorum.

d. The selected Advisor will then be formally invited to serve and acknowledged in organizational records and University registration materials.

Section D. Advisor Replacement

1. Voluntary Resignation

If the Advisor chooses to step down, they should notify the President and Executive Board in writing. The organization will then follow the Advisor Selection process in Section C.

2. Involuntary Replacement

- a. In rare circumstances where the Executive Board determines that an Advisor is unable or unwilling to fulfill the responsibilities of the role, the Board may vote to seek a replacement.
- b. Removal or replacement of an Advisor shall require a **two-thirds (2/3) majority** vote of the Executive Board.
- c. Following such a vote, the Advisor Selection process in Section C will be initiated to identify a new Advisor.

ARTICLE VI. ORGANIZATION LEADERSHIP

Section A. Officer Positions

Section 1. – Basileus. The Basileus shall be the Chief Executive of the Chapter and shall preside at all meetings. It shall be the duty of the Basileus to: (a) Order disbursements of funds as the Chapter may provide; (b) Submit quarterly, through the Keeper of Records and Seal, to the District Representative, a report of the Chapter, and, (c) Enforce the Fraternity's non-hazing policy. Section 2 – Vice Basileus. The Vice Basileus shall be the assistant to the Basileus. He shall preside over meetings of the Chapter in absence of the Basileus. He shall exercise coordinating supervision over the activities of all standing committees, shall see that these committees are functioning, and perform such other duties as provided by the Chapter Bylaws. Section 3 – Keeper of Records and Seal. It shall be the duty of the Keeper of Records and Seal to: (a) Keep a strict record of the official proceedings of the Chapter and the Chapter Charter; (b) Carry on the correspondence of the Chapter; (c) Receive all funds of the Chapter, keep a record of same, and deliver said funds to the Keeper of Finance immediately on their collection; (d) Sign and record all written orders from the Basileus for disbursement of Chapter funds to forward same to the Keeper of Finance; (e) Use a standard form to collect the personal history of each member of his Chapter and furnish the Grand Keeper of Records and Seal with a duplicate copy of such history, with additions and changes; (f) Furnish the Grand Keeper of Records and Seal and the District Keeper of Records and Seal such data concerning the Chapter as the Grand Keeper of Records and Seal might consider necessary to keep the history of the Fraternity complete; (g) Upon the death of any member of the Fraternity, it shall be the duty of the Keeper of Records and Seal to officially inform the Grand Keeper of Records and Seal and the District Keeper of Records and Seal of such death and to forward to him a biography of the deceased member; (h) Carry on such publicity as the Chapter might direct, provided that such publicity shall be local in its nature; and, (i) Countersign all membership cards. 20 CONSTITUTION AND BYLAWS Revision date: October 31, 2014 Section 4 – Keeper of Finance. It shall be the duty of the

Keeper of Finance to: (a) Receive from the Keeper of Records and Seal and account for all funds payable to the Chapter; (b) Disburse funds of the Chapter only upon written order of the Basileus, countersigned by the Keeper of Records and Seal; and, (c) Keep a business-like record of all funds received and disbursed, and to submit such record together with all original orders for and receipts for disbursements at such time as the Chapter may direct. Section 5 – Chaplain. It shall be the duty of the Chaplain to be the spiritual advisor and to conduct the religious services of the Chapter. Section 6 – Keeper of Peace. It shall be the duty of the Keeper of Peace to maintain order in all meetings of the Chapter. Section 7 – Chapter Reporter. The duties of the Chapter Reporter shall be to: (a) Submit all articles from his Chapter to the Editor of The Oracle and the District Director of Public Relations for publication; (b) Submit to editors of local newspapers all Chapter news for publication; and, (c) Carry on such publicity as the Chapter might direct, provided such publicity shall be local in its nature.

Section B. Officer Eligibility

- A. Must be a member of Iota Psi Chapter
- B. Must hold a 2.75 GPA

Section C. Officer Selection Process

1. Who Votes / Decision-Maker(s)

Officers shall be elected by the **general membership** of the Chapter – that is, financial Brothers in good standing who are enrolled students at The Ohio State University.

2. Nominations

- a. Nominations shall open at least **two (2) weeks** before the scheduled election meeting.
- b. Brothers may nominate themselves or be nominated by another Brother, with the nominee's consent.
- c. Nominations may be submitted in writing or taken from the floor, as specified in the bylaws.

3. Verification of Eligibility

The Keeper of Records and Seal and Keeper of Finance shall verify that all nominees meet the officer eligibility criteria in Section B prior to the election.

4. Election Meeting and Balloting

- a. Officer elections shall occur at a **regular or special Chapter meeting** announced at least one week in advance.
- b. A quorum for officer elections shall be at least **two-thirds (2/3)** of financial Brothers in good standing.
- c. Voting shall be conducted by **secret ballot** (paper or secure electronic method).

5. Margin of Election and Run-Offs

- a. A candidate must receive a **simple majority** (more than 50%) of the votes cast to be elected.
- b. If no candidate receives a simple majority on the first ballot, a **run-off election** shall be held between the two candidates with the highest number of votes.
- c. In the event of a tie in the run-off, a second ballot shall be taken. If a tie persists, the Advisor may cast the deciding vote.

6. Term of Office and Transition

a. Officers shall serve for **one (1) year**, or until their successors are elected and installed, unless otherwise stated in the bylaws.

b. Outgoing officers shall ensure a structured transition (training, document hand-off, and review of ongoing projects) to incoming officers.

Section D. Officer Removal

1. Grounds for Removal

An officer may be removed from office for cause, including but not limited to:

- Violation of this constitution, Chapter bylaws, or Fraternity policies;
- Failure to perform the duties of their office;
- Misuse of Chapter funds or property;
- Behavior detrimental to the organization's purpose, including violations of University policy, the Code of Student Conduct, or local, state, or federal law.

2. Initiation

a. A written petition stating the grounds for removal may be submitted by any financial Brother or the Advisor to the Executive Committee.

b. The Executive Committee shall review the petition and determine whether to proceed with a removal hearing.

3. Notice & Opportunity to Respond

a. The officer in question shall receive **written notice** of the allegations and the date of the removal hearing at least **seven (7) days** in advance.

b. The officer shall have the opportunity to respond in writing and/or in person, present evidence, and call witnesses.

4 Hearing & Vote

a. The hearing shall be held at a Chapter meeting or an Executive Committee meeting, as specified in the bylaws, with the Advisor consulted.

b. Removal requires a **two-thirds (2/3) affirmative vote** of the voting body present (Executive Committee or full Chapter).

c. Voting shall be by secret ballot.

5. Vacancies

If an officer is removed or resigns, the vacancy shall be filled using the **Officer Selection Process** described in Section C, or according to a special election procedure defined in the Chapter bylaws.

ARTICLE VII. ORGANIZATION DISSOLUTION

Section A. Dissolution Requirements

1. Conditions Prompting Dissolution Consideration

The Chapter may consider dissolution if one or more of the following occur:

- Active membership falls below **five (5) financial Brothers in good standing** for an entire academic year;
- The Chapter is unable to fill required officer positions (Basileus, Keeper of Records and Seal, Keeper of Finance) for an entire academic term;
- The Chapter is unable to function in accordance with the mission and purpose of Omega Psi Phi Fraternity, Inc. or University requirements;
- The Fraternity, District, or University revokes recognition of the Chapter.

2. Process to Determine Dissolution

a. A proposal to dissolve may be introduced by:

- The Executive Committee,
 - A petition signed by at least **one-third (1/3)** of financial Brothers in good standing, or
 - The Advisor, in consultation with the District Representative.
- b. All financial Brothers and the Advisor must be **notified in writing** at least **two (2) weeks** prior to the dissolution meeting, with reasons for the proposal.

3. Decision-Making and Margin of Approval

a. A dissolution meeting must meet a quorum of at least **two-thirds (2/3)** of financial Brothers in good standing.

b. Formal dissolution of the Chapter as a registered student organization at The Ohio State University requires at least a **two-thirds (2/3) affirmative vote** of those present and voting.

4. Coordination with Omega Psi Phi Fraternity, Inc.

If dissolution is approved, the Chapter shall immediately notify the **Fourth District Representative**, the International Headquarters, and the appropriate University office, consistent with Fraternity bylaws regarding inactive Chapters.

Section B. Dissolution Procedures, including Assets and Debts

1 Responsible Parties

Implementation of dissolution procedures shall be the responsibility of the:

- Basileus,
- Keeper of Finance, and

- Advisor,
in consultation with the District Representative.

2. Settlement of Debts and Liabilities

- a. All outstanding debts and financial obligations of the Chapter must be paid or otherwise resolved before final dissolution.
- b. The Keeper of Finance shall prepare a **final financial report** documenting the disposition of all funds and obligations.

3 Disposition of Assets

- a. Upon dissolution, any remaining assets (funds, equipment, paraphernalia purchased with Chapter funds, etc.) shall be distributed in accordance with Fraternity policy and University guidelines, such as:
 - Donating to another recognized chapter of Omega Psi Phi Fraternity, Inc. or an approved Fraternity entity; or
 - Donating to The Ohio State University or a recognized nonprofit organization aligned with the Fraternity's principles.
- b. Under no circumstances shall remaining assets be distributed to individual members for personal benefit.

4. Notification to the University

The Basileus and Advisor shall complete all required University deregistration or dissolution paperwork and submit any requested documents (constitution, bylaws, final financial report) to the appropriate office.

5. Record Retention

When possible, the Chapter shall maintain or transmit to the District and Fraternity archives key historical documents (charter copy, officer rosters, program documentation) consistent with the Fraternity's emphasis on history and archives.

ARTICLE VIII. CONSTITUTIONAL AMENDMENTS

Section A. Amendment Process

This is done via two thirds vote of the chapter members excluding the president, unless it is a tie